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ABSTRACT

This compilation consists of pertinent submission information for journals or periodicals that have been known to accept unsolicited articles dealing with teacher education in general. Many of the publications listed may also entertain manuscripts with a subject matter emphasis. An effort has been made to exclude those publications focusing on specific subject areas (e.g., "Arithmetic Teacher," "Reading Research Quarterly," "Science Education," "Social Science Record," etc.). Submission address, publication policies, preparation guidelines, submission receipt, and general information are listed for each journal or periodical. The publications are arranged alphabetically by title. This document has been designed to provide the most current information for Division of Teacher Education faculty. (Author)

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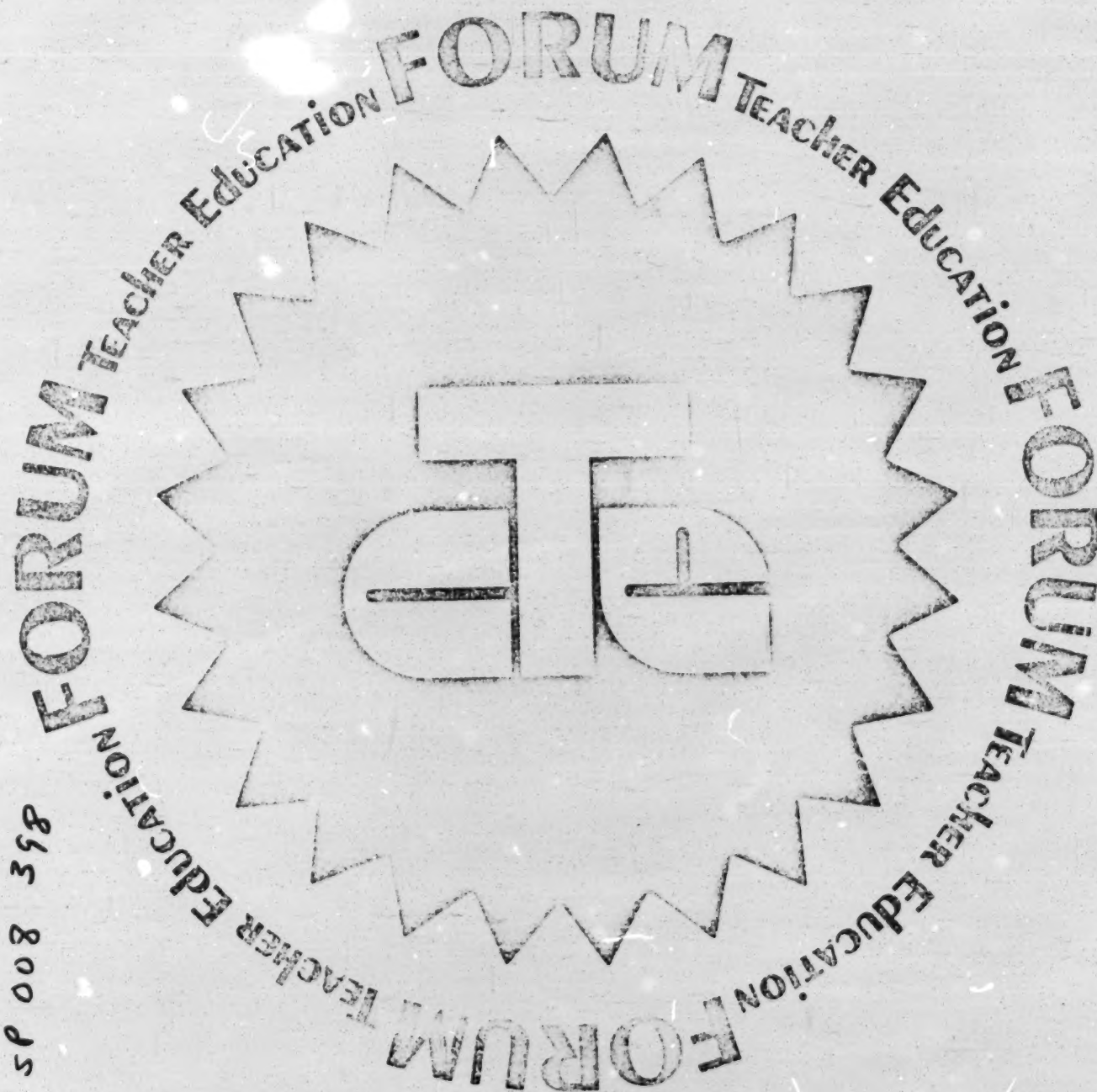
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Division of Teacher Education

Indiana University/Bloomington



SP 008 398

SUBMISSION GUIDE FOR JOURNALS IN
GENERAL TEACHER EDUCATION

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*division of teacher education
309 education building
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bloomington, indiana 47401*

August, 1973

Volume 1

Number 11

TEACHER EDUCATION FORUM

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The *Forum Series* is basically a collection of papers dealing with all phases of teacher education including inservice training and graduate study. It is intended to be a catalyst for idea exchange and interaction among those interested in all areas of teacher education. The reading audience includes teachers, school administrators, governmental and community administrators of educational agencies, graduate students and professors. The *Forum Series* represents a wide variety of content: position papers, research or evaluation reports, compendia, state-of-the-art analyses, reactions/critiques of published materials, case studies, bibliographies, conference or convention presentations, guidelines, innovative course/program descriptions, and scenarios are welcome. Manuscripts usually average ten to thirty double-spaced typewritten pages; two copies are required. Bibliographical procedures may follow any accepted style; however, all footnotes should be prepared in a consistent fashion. Manuscripts should be submitted to Richard A. Earle, editor. Editorial decisions are made as soon as possible; accepted papers usually appear in print within two to four months.

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A SERVICE OF THE DISSEMINATION TEAM

It cannot be assumed that successful development and implementation of an improved or more relevant component or program in teacher education is any guarantee of widespread dissemination. Far too often the dissemination of local innovations in teacher education is a forgotten function. Many times an emphasis on dissemination occurs during the waning weeks of a given project; hopefully this will not be the case within the DTE. It is our intent and hope that many of the fine achievements of DTE programs and projects will be documented and submitted to journals and periodicals which are read by the profession.

This compilation consists of pertinent submission information for journals or periodicals that have been known to accept unsolicited articles dealing with teacher education in general. Many of the publications listed may also entertain manuscripts with a subject matter emphasis. For purposes of immediate faculty use, the familiarity of faculty with journals in the content areas, and the need to keep this document from becoming voluminous in size, an effort has been made to exclude those publications focusing on specific subject areas (e.g. Arithmetic Teacher, Reading Research Quarterly, Science Education, Social Science Record, etc.).

This submission guide is intended for use primarily by those DTE faculty who wish to prepare manuscripts for publication. Much of the information is a simple updating of the data found in Camp's Guide to Periodicals in Education (The Scarecrow Press, Inc., Metuchen, N.J. 1968); Ulrich's International Periodicals Directory 1971-72, vol. 1, 14th ed. (Bowker Publishing Co., Inc., New York, 1971); The Standard Periodical Directory Third Edition 1970, Leon Garry, editor (Oxbridge Publishing Co., New York, 1970); and The Standard Periodical Directory Third Edition Supplement, Leon Garry, editor (Oxbridge Publishing Co., New York, 1972). The information usually found on the reverse side of the front cover of recent issues of the journals and in written correspondence with editors was also an often used source.

Submission address, publication policies, preparation guidelines, submission receipt and general information are listed for each journal or periodical. The publications are arranged alphabetically by title. This document has been designed to provide the most current information, up to the moment it was logged into our working notes, on these publications. This compilation should not be construed as an exhaustive listing. If in doubt, a prospective contributor might consult the most recent issue of the journal or periodical for any change in policies or addresses.

AMERICAN EDUCATIONAL RESEARCH JOURNAL

General Info:

Published by the American Educational Research Association,
1126 16th St., N.W., Washington, D.C. 20036. Issued four times
each year, in January, March, May, and October. Circulation:
10,000.

Submission Address:

Naoru Yamamoto, editor. American Educational Research Journal,
College of Education, Arizona State University, Tempe, Arizona
85281.

Publication Policies:

Includes articles which report experimental and theoretical
studies in education. The reading audience includes members
of the American Educational Research Association and other
interested educators. Unsolicited articles are welcome. Five
to seven major articles are published per issue. Book reviews
are included.

Preparation Guidelines:

Accepted manuscripts average from 10 to 15 double-spaced type-
written pages. Three copies are required. Return postage and
a self-addressed envelope are required. Footnoting and other
bibliographical procedure should follow A.P.A. style. One inch
margins and double-space should be used throughout. A back-
ground or explanatory cover letter about the article is desired,
but an outline or summary is not required. Biographical infor-
mation about the author is desired and should include a summary
of his present position. Illustrations and graphs may be used.

Submission Receipt:

Receipt of a manuscript is acknowledged. Editorial decisions
are made as soon as possible. Accepted articles usually appear
in print within six months after acceptance. Unaccepted manu-
scripts are returned with criticism and/or suggestions.

AMERICAN TEACHER MAGAZINE

General Info:

Published by the American Federation of Teachers, 1012 14th St.
N.W., Washington, D.C. 20005. Issued 10 times per year.
Circulation: 250,000.

Submission Address:

The Editor, American Teacher Magazine, 1012 14th St. N.W.,
Washington, D.C. 20005.

Publication Policies:

Includes articles which deal with all phases of public school education. The reading audience includes public and private school teachers. Unsolicited articles are welcome. Four major articles are published per issue. Book reviews are included.

Preparation Guidelines:

Manuscripts should not exceed 2,000 words. The original and one clear carbon are required. Return postage and a self-addressed envelope are not required. Use two inch margins and double-space. Footnotes should appear at the bottom of the page to which they refer, but should be used sparingly. An explanatory cover letter is unnecessary, but a brief outline or summary of the article is desired. Biographical information about the author is required. Graphs may be included only if necessary for clarity.

Submission Receipt:

Receipt of a manuscript is acknowledged. Editorial decisions are made as soon as possible. Accepted articles appear in print on a priority basis. Unaccepted manuscripts are returned without criticism.

CATHOLIC EDUCATIONAL REVIEW

General Info:

Published by the Catholic University of America Press, 620 Michigan Avenue, N.E., Washington, D.C. 20017. Issued nine times each year, September through May. Circulation: 5,120.

Submission Address:

Eugene Kevane, Editor. Catholic Educational Review, The Catholic University of America Press, 620 Michigan Avenue, N.E., Washington, D.C. 20017.

Publication Policies:

Includes scholarly articles on all phases and levels of education. The reading audience includes professors, superintendents, principals, and teachers at all levels. Unsolicited articles are welcome. Four major articles are published per issue. Book reviews are included.

Preparation Guidelines:

Manuscripts may be of any length required for scholarly presentation. The original and one carbon are required. Return postage and self-addressed envelope are requested. Bibliographical procedure should follow the University of Chicago Manual of Style. Use 1-1/2 inch margins and double-space. Footnotes

must be listed on a separate sheet at the end of the article. A background or explanatory cover letter is usually unnecessary. No outline or summary of the article is desired. Biographical information about the author is required. Illustrations and graphs may be used, but photographs may not.

Submission Receipt:

Receipt of a manuscript is acknowledged. Editorial decisions are made within six months. Accepted articles usually appear in print approximately two months after acceptance. Unaccepted manuscripts are returned with criticism and/or suggestions.

CATHOLIC SCHOOL JOURNAL

General Info:

Published by the Bruce Publishing Company, 400 North Broadway, Milwaukee, Wisconsin 53201. Issued monthly, except July and August. Circulation: 13,072.

Submission Address:

William H. Conley, Editor. Catholic School Journal, Sacred Heart University, Bridgeport, Connecticut 06604.

Publication Policies:

Includes contributions on all subjects related to education and welfare in Catholic schools, e.g., methods of teaching, child study, curriculum development, school administration, and school-building upkeep and construction. The reading audience includes Catholic grade and high school administrators and teachers. Unsolicited articles are welcome. Ten to fifteen articles are published per issue. Book reviews are included.

Preparation Guidelines:

Accepted manuscripts average from six to eight double-spaced typewritten pages. One copy is required. Return postage and a self-addressed envelope are requested. Bibliographical procedure may follow any accepted style. Use wide margins and double-space throughout. Place necessary footnotes at the bottom of each page. A background or explanatory cover letter about the article is required. An outline or summary is sometimes required with submission of a finished manuscript. Biographical information about the author is usually desired and should include his professional qualifications and indicate his role in education.

Submission Receipt:

Receipt of a manuscript is acknowledged. Editorial decisions are made within three weeks. Authors of accepted articles are notified in advance of the scheduled date of publication. Unaccepted manuscripts are always returned, with suggestions occasionally given.

CHANGING EDUCATION

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General Info:

Published by the American Federation of Teachers of the
AFL-CIO, 1012 14th St. N.W., Washington, D.C. 20005.
Issued quarterly, in February, May, August, and November.
Circulation: 205,000.

Submission Address:

David Elsila, Editor. Changing Education, 1012 14th St.
N.W., Washington, D.C. 20005.

Publication Policies:

Includes articles which deal with education and social
change, teacher rights and related topics. The reading
audience includes classroom teachers and school administrators.
Unsolicited articles are welcome. Eight major articles are
published per issue. Book reviews are included.

Preparation Guidelines:

Accepted manuscripts average 1,500 words. Two copies are
required. Return postage and a self-addressed envelope
are requested. Use wide margins and double-space throughout.
Bibliographical procedure should follow the University of
Chicago Manual of Style. Place all footnotes at the end of
the article. A background or explanatory cover letter about
the article is required. An outline or summary is desired
in advance of or with submission of the finished manuscript.
Biographical information about the author is desired and
should include a summary of his formal education and current
employment, plus a recent photograph. Drawings, graphs, photo-
graphs, etc., may be used.

Submission Receipt:

Receipt of a manuscript is not acknowledged. Editorial
decisions are made within two months. Accepted articles
usually appear in print within four to six months after
acceptance. Unaccepted manuscripts are returned, often
with suggestions and/or criticism.

CLEARING HOUSE

General Info:

Published by Fairleigh Dickinson University, Teaneck,
New Jersey 07666. Issued nine times each year, September
through May. Circulation: 8,000.

Submission Address:

Dr. Joseph Green, Editor. Clearing House, Fairleigh
Dickinson University, Teaneck, New Jersey 07666.

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Publication Policies:

Includes articles which relate to junior and senior high school programs, services, and personnel, including reports of innovation in the classroom, administrative organization and guidance. Articles should report current practice, interesting experiments, research findings, or new slants on persistent educational problems. The reading audience includes junior and senior high school, college, and university educators. Unsolicited articles are welcome. Fourteen major articles are published per issue. Book reviews are included.

Preparation Guidelines:

Manuscripts should not ordinarily exceed 2,500 words, although short reports of 100 to 600 words are sometimes used. Return postage and a self-addressed envelope are requested. Bibliographical procedure should follow the University of Chicago Manual of Style. Use one inch margins and double-space throughout. Place footnotes at the bottom of each page or on a separate sheet at the end of the article. A background or explanatory cover letter about the article is desired, but no outline or summary is necessary. Biographical information about author is desired and should include data regarding his school affiliation and current educational position. Graphs and tables may be used, but photographs may not.

Submission Receipt:

Receipt of a manuscript is acknowledged. Editorial decisions are made within one to four months. Accepted articles appear in print from three to four months after acceptance. Unaccepted manuscripts are returned with criticism and/or suggestions sometimes offered.

CURRICULUM BULLETIN

General Info:

Published by the School of Education, University of Oregon, Eugene, Oregon 97403. Issued monthly. Circulation: 800.

Submission Address:

Hugh B. Wood, Editor. Curriculum Bulletin, School of Education, University of Oregon, Eugene, Oregon 97403.

Publication Policies:

Includes research-based articles which relate to curriculum, grades K through 12 and community college, plus related topics such as pupil evaluation and grouping. The reading audience includes administrators, teachers and supervisors. Unsolicited articles are welcome. One major article is published per issue. Book reviews are not included.

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Preparation Guidelines:

Accepted manuscripts average from 3,000 to 10,000 words. One copy is required. Return postage and a self-addressed envelope are not necessary. Use standard margins and double-space. Bibliographical procedure should follow the Education Index style or any other standard guide. Place footnotes at the bottom of each page. A background or explanatory cover letter, an outline or summary of the article, and biographical information about the author are desired. All illustrations must be submitted in black and white.

Submission Receipt:

Receipt of a manuscript is acknowledged. Editorial decisions are made within four to eight weeks. Accepted articles usually appear in print from two to three months after acceptance. Unaccepted manuscripts are returned with minimum comment.

C U R R I C U L U M T H E O R Y N E T W O R K

General Info:

Published by the Ontario Institute for Studies in Education, Department of Curriculum, 252 Bloor Street West, Toronto 181, Ontario, Canada. Circulation: 500.

Submission Address:

John Herbert, Editor, Curriculum Theory Network, Ontario Institute for Studies in Education, Department of Curriculum, 252 Bloor Street West, Toronto 181, Ontario, Canada.

E D U C A T I O N

General Info:

Published by Bobbs-Merrill Company, Inc., 4300 West Sixty-second Street, Indianapolis, Indiana 46206, ph. (317) 291-3100. Issued monthly, September through May. Circulation varies greatly; around 4,500.

Submission Address:

B.C. Ulery, Editor, Education, 4300 West Sixty-second Street, Indianapolis, Indiana 46206.

Publication Policies:

Includes articles on the science, philosophy, and literature of education, including all areas of the curriculum, trends in methods and materials and special problems. The reading audience includes teachers, administrators, supervisors, curriculum directors, and college professors. Unsolicited articles are welcome, but only a limited number can be used. Fifteen major articles are published per issue. Book reviews are included.

Preparation Guidelines:

Manuscript length should be approximately 1,500 words. Two copies are required. Return postage and a self-addressed envelope are unnecessary. Use one inch margins and double-space. Footnotes should be included at the end of the article. A background or explanatory cover letter is desired, but an outline or summary is not required. Biographical information about the author is not necessary. Illustrations and graphs are occasionally used.

Submission Receipt:

Receipt of a manuscript is acknowledged. Editorial decisions are made within one month, with solicited articles given preference. Accepted articles usually appear in print from three to six months after acceptance. Unaccepted manuscripts are usually returned without suggestions or criticism.

E D U C A T I O N A G E

General Info:

Published by 3M Education Press, Visual Products Division, 3M Center, Bldg. 235-D245, St. Paul, Minnesota 55101. Issued five times each year, in September, November, January, March, and May. Circulation: 100,000.

Submission Address:

Thomas R. St. George, Editor. Education Age, Education Services, Department FMB, 3M Company, 2501 Hudson Road, Saint Paul, Minnesota 55119.

Publication Policies:

Includes articles on all phases of elementary and secondary education. The reading audience includes teachers and school administrators. Unsolicited articles are welcome. Five to seven major articles are published per issue. Book reviews are included only if they are of broad general interest to the field of education.

Preparation Guidelines:

Manuscripts vary in length. Two copies are required. Return postage and a self-addressed envelope are requested. Use wide margins and double-space. Footnotes should be avoided if possible. Authors are asked to query first regarding possible articles and to outline or summarize their idea on one page noting whether or not it will be accompanied by photographs. Biographical information about the author is desired.

Submission Receipt:

Receipt of a manuscript is acknowledged. Editorial decisions are made within one to three months. Accepted articles usually appear in print from two to six months after acceptance. Unaccepted manuscripts are returned with criticism and/or request for rewrite.

EDUCATIONAL FORUM

General Info:

Published by Kappa Delta Pi. Issued four times each year, in November, January, March, and May. Circulation: 50,000.

Submission Address:

Harry S. Broudy, Editor. Educational Forum, 343 Armory Building, University of Illinois, Champaign, Illinois 61820.

Publication Policies:

Includes articles on all phases of education. The reading audience includes educators at all levels in the United States and abroad. Unsolicited articles are welcome. Fourteen major articles appear per issue. Book reviews are included.

Preparation Guidelines:

Accepted manuscripts should not exceed 4,000 words. One copy is required. Return postage and a self-addressed envelope are unnecessary. Bibliographical procedure should follow the University of Chicago Manual of Style. Use two inch margins and double-space. Number footnotes consecutively and place them on a separate sheet. Include a word count at the end of the manuscript. A background or explanatory cover letter about the article is unnecessary. An outline or summary of the article is desired with submission of the finished manuscript. Biographical information about the author is desired and should include a summary of his current educational position, educational experience, degrees, and major publications. Illustrations and graphs may be used, but photographs may not.

Submission Receipt:

Receipt of a manuscript is acknowledged. Editorial decisions are made within one month. Accepted articles usually appear in print from four to six months after acceptance. Unaccepted manuscripts are returned without criticism unless specific suggestions would help to make the article acceptable.

EDUCATIONAL HORIZONS

General Info:

Official publication of Pi Lambda Theta, 1510 H Street, N.W., Washington, D.C. 20005. Issued quarterly. Circulation: 15,000.

Submission Address:

Wilma A. Bailey, Editor. Educational Horizons, Pi Lambda Theta, 1510 H St., N.W., Washington, D.C. 20005.

Publication Policies:

Includes articles for women educators on all phases of education including original research and its application, and new and improved techniques of teaching and learning. Unsolicited articles are welcome. Five or six major articles are included per issue. Book reviews are not included.

Preparation Guidelines:

Accepted manuscripts average from 1,500 to 2,000 words. The original and one carbon are required. Return postage and a self-addressed envelope are requested. Bibliographical procedure should follow the University of Chicago Manual of Style. Use a 10 space left margin, a 14 space right margin, and double-space throughout. Any footnotes, numbered consecutively, should appear at the bottom of each page. A background or explanatory cover letter about the article is desired. An outline or summary of the article, submitted in advance of the completed manuscript, is required. Biographical information about the author is desired and should include a summary of his present position, formal education, and professional experience. Illustrations, charts, and tables may be used.

Submission Receipt:

Receipt of a manuscript is acknowledged. A statement of acceptance, rejection, or need for additional editorial time is made as soon as possible. Accepted articles usually appear in print within one year after acceptance. Unaccepted manuscripts are returned with a brief statement of reason for rejection.

EDUCATIONAL LEADERSHIP

General Info:

Published by the Association for Supervision and Curriculum Development, 1201 Sixteenth Street, N.W., Washington, D.C. 20036. Issued eight times each year, October through May. Circulation: 13,275.

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Submission Address:

Robert R. Leeper, Editor, Educational Leadership, 1201
Sixteenth Street, N.W., Washington, D.C. 20036.

Publication Policies:

Includes feature articles by leading educators, news of curriculum development, and reports of curriculum research. Major articles in each issue focus on a single theme. The reading audience includes supervisors, teachers and school administrators. Unsolicited articles are welcome. Five to nine major theme articles are published per issue. Book and booklet reviews are included.

Preparation Guidelines:

Accepted manuscripts average 1,400 words. Two copies are required. Return postage and self-addressed envelope are requested. Use wide margins and double-space throughout. A background or explanatory cover letter is required. An outline or summary of the article is desired. Biographical information about the author is unnecessary. Illustrative material, pictures, and graphs may be used.

Submission Receipt:

Receipt of a manuscript is acknowledged. Editorial decisions are made as soon as possible. Time from acceptance of a manuscript to its appearance in print varies depending upon the topic being explored in a particular issue. Unaccepted manuscripts are returned without critical comment.

E D U C A T I O N A L R E S E A R C H E R

General Info:

Published by the American Educational Research Association,
1126 Sixteenth Street, N.W., Washington, D.C. 20036. Issued
monthly, except July and August. Circulation: 10,500.

Submission Address:

Richard E. Schultz, Editor, Educational Researcher, American
Educational Research Association, 1126 Sixteenth Street, N.W.,
Washington, D.C. 20036.

E L E M E N T A R Y S C H O O L J O U R N A L

General Info:

Published by the Department of Education, University of
Chicago, 5335 Kimbark, Chicago, Illinois 60637. Issued
monthly, October through May. Circulation: 19,500.

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Submission Address:

Richard E. Hodges, Editor. Elementary School Journal,
Judd Hall, 5835 Kimbark, Chicago, Illinois 60637.

Publication Policies:

Includes articles on all phases of elementary education including administration, research, classroom practice, curriculum, art, music, health, and conservation. The reading audience includes school principals, supervisors, classroom teachers, curriculum planners and superintendents. Unsolicited articles are welcome. Eight major articles are published per issue. Book reviews are occasionally included.

Preparation Guidelines:

Manuscripts should not exceed 2,000 words. Two copies are required. Return postage and a self-addressed envelope are unnecessary. See a recent issue for bibliographical procedure. Type 37 characters per line and double-space throughout. An explanatory cover letter about the article is desired, but no outline or summary is required. Biographical information about the author is desired and should include data regarding his educational background, professional experience, and present position. Simple, uncluttered black and white glossy prints are welcome.

Submission Receipt:

Receipt of a manuscript is acknowledged. Editorial decisions are made within three to four weeks. Accepted articles usually appear in print within two months after acceptance. Unaccepted manuscripts are returned, occasionally for revision based on the editor's suggestions.

GRADE TEACHER

General Info:

Published by the Teachers Publishing Corporation, 22 W. Putnam Avenue, Greenwich, Connecticut 06830. Issued monthly, except July and August, with the May and June issues combined. Circulation: 304,000.

Submission Address:

Harold Littledale, Editor. Grade Teacher, CCM: Professional Magazines, Inc., 22 Putnam Avenue, Greenwich, Connecticut 06830.

Publication Policies:

Includes articles on all subject fields in elementary and junior high schools. The reading audience includes elementary and junior high school teachers, principals, supervisors, and specialists. Unsolicited articles are welcome. Twenty to twenty-five major articles are published per issue.

Preparation Guidelines:

Manuscripts should not exceed 2,000 words. One copy is required. Return postage and a self-addressed envelope are requested. Use wide margins and double-space. Incorporate footnotes into the text. A background or explanatory cover letter about the article is desired, but an outline or summary is not required. Biographical information about the author will be solicited, if needed, by the editor. Glossy eight by ten inch photographs of professional quality may be used.

Submission Receipt:

Receipt of a manuscript is not acknowledged. Editorial decisions are made as soon as possible. Accepted articles usually appear in print within four to twelve months after acceptance. Unaccepted manuscripts are returned with notice of rejection.

HARVARD EDUCATIONAL REVIEW

General Info:

Published by the Harvard Graduate School of Education, Cambridge, Massachusetts 02138. Issued quarterly. Circulation: 12,500.

Submission Address:

Maurice Gibbons, Editor. Harvard Educational Review, Longfellow Hall, 13 Appian Way, Cambridge, Massachusetts 02138

Publication Policies:

Includes articles on the entire field of education, especially empirical research, theoretical speculation, and policy positions. The reading audience includes educators from all academic disciplines. Unsolicited manuscripts are welcome. Four major articles are published per issue. Book reviews are prepared upon invitation of the editor.

Preparation Guidelines:

Accepted manuscripts average from 5,000 to 10,000 words. Two copies are required. Return postage and a self-addressed envelope are not necessary. Bibliographical procedure should follow the University of Chicago Manual of Style. Use wide margins and double-space. A background or explanatory cover letter about the article is desired, but an outline or summary is not required. Biographical information about the author is desired. Illustrations, graphs, charts, etc., are rarely used.

Submission Receipt:

Receipt of a manuscript is acknowledged within one week. Editorial decisions are made within six to eight weeks. Accepted articles usually appear in print within four months after acceptance. Unaccepted manuscripts are occasionally returned with criticism.

HIGH SCHOOL JOURNAL

General Info:

Published by the School of Education, University of North Carolina, Chapel Hill, North Carolina 27414. Issued eight times each year, October through May. Circulation: 3,000.

Submission Address:

Neal H. Tracy, Editor. High School Journal, University of North Carolina Press, University of North Carolina, Bynum Hall, Chapel Hill, North Carolina 27414.

Publication Policies:

Includes articles which relate to theory and practice in secondary education. The reading audience includes university, college, high school, and foreign educators. Unsolicited articles are welcome. Six to eight major articles are published per issue. Book reviews are included.

Preparation Guidelines:

Accepted manuscripts average 2,000 words. The original and two copies are required. Return postage and a self-addressed envelope are requested. Bibliographical procedure may follow any widely used style manual. Use one inch margins and double-space. Footnotes should be placed at the bottom of each page. An explanatory cover letter about the article is not desired nor is an outline or summary required. Biographical information about the author is desired; data collection cards are mailed to each author. Pictures cannot be used; graphs are seldom used.

Submission Receipt:

Receipt of a manuscript is acknowledged. Editorial decisions are made within 60 days. Accepted articles usually appear in print from 12 to 18 months after acceptance. Unaccepted manuscripts are returned often with criticism and/or suggestions.

IMPROVING COLLEGE/UNIVERSITY TEACHING

General Info:

Published by the Graduate School, Oregon State University, Corvallis, Oregon 97331. Issued quarterly, in winter, spring, summer, and autumn. Circulation: 3,100.

Submission Address:

Delmer M. Goode, Editor. Improving College and University Teaching, 101 Waldo Hall, Oregon State University, Corvallis, Oregon 97331.

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Publication Policies:

includes articles on all phases of college teaching. The reading audience includes college and university teachers, and advanced students. Unsolicited articles are welcome. Twenty major articles are published per issue. Book reviews are included.

Preparation Guidelines:

Accepted manuscripts average 1,400 words. One copy is required. Return postage and a self-addressed envelope are unnecessary. Use wide margins and double-space. Footnoting and other bibliographical procedure may follow any consistent style. A background or explanatory cover letter is not desired nor is an outline or summary required. Biographical information about the author is desired and should include a summary of his education and earned degrees, professional experience, and writings. Illustrations, pictures, graphs, etc., can be used.

Submission Receipt:

Receipt of a manuscript is acknowledged. Editorial decisions are made as soon as possible. Time from acceptance of a manuscript to its appearance in print varies with editorial need. Unaccepted manuscripts are usually returned without criticism or suggestions.

I N S T R U C T O R

General Info:

Published by the F.A. Owen Publishing Company, 7 Bank St., Dansville, New York 14437. Issued monthly, September through June. Circulation: 297,353.

Submission Address:

R. Pratt Krull, Jr., Editor. Instructor Publications, Inc., 7 Bank Street, Dansville, New York 14437

Publication Policies:

Includes all types of articles that are of interest and help to elementary school teachers, including work units in science and social studies, brief accounts of creative arts activities, short descriptions of teaching devices or methods, stories for the holidays, plays, and reports of creative dramatic activities. The reading audience includes public and parochial elementary school teachers. Unsolicited manuscripts are welcome. Forty articles are published per issue. Staff written book reviews are included.

Preparation Guidelines:

Accepted manuscripts average from 300 to 1,200 words. One copy is required. Return postage and a self-addressed stamped envelope are requested. Bibliographical procedure should follow the University of Chicago Manual of Style or a leaflet which may be obtained from the editorial department. Use one inch margins and double-space throughout. A background or explanatory cover letter about the article is desired, but an outline is not required. A summary of the author's present position is desired; additional specific biographical information will be solicited. Illustrations are sometimes used.

Submission Receipt:

Receipt of a manuscript is acknowledged within three weeks. Editorial decisions are made within three months. Accepted articles usually appear in print within three to five months after acceptance. Unaccepted manuscripts are returned, occasionally with criticism.

INTEGRATED EDUCATION

General Info:

Published by Integrated Education Associates, 343 South Dearborn Street, Chicago, Illinois 60604. Issued six times each year. Circulation: 1,500.

Submission Address:

Meyer Weinberg, Editor. Integrated Education, Integrated Education Associates, 343 South Dearborn Street, Chicago, Illinois 60604.

Publication Policies:

Includes articles on research, action study of integration, and equality in education. The reading audience includes college teachers, school personnel, civil rights advocates, and government personnel. Unsolicited articles are welcome. Six major articles are published per issue. Book reviews are occasionally included.

Preparation Guidelines:

Accepted manuscripts average 1,500 to 2,500 words. One copy is required. Return postage and a self-addressed envelope are requested. See a recent issue for footnoting and other bibliographical procedure. Use wide margins and double-space throughout. No background or explanatory cover letter about the article is desired nor is an outline or summary required. Biographical information about the author is desired and should include data regarding his educational affiliations and experience. Illustrations, pictures, and graphs are occasionally used.

Submission Receipt:

Receipt of a manuscript is acknowledged. Editorial decisions are made as soon as possible. Accepted articles usually appear in print from two to four months after acceptance. Unaccepted manuscripts are returned with suggestions for improvement.

JOURNAL OF EDUCATIONAL RESEARCH

General Info:

Published by Dembar Educational Research Services, Inc., Box 1605, Madison, Wisconsin 53701. Sponsored by the American Educational Research Association, 1201 Sixteenth Street, N.W., Washington, D.C. 20036. Issued 10 times each year, with May-June and July-August issues combined. Circulation: 6,000.

Submission Address:

Wilson Thiede, Editor. Journal of Educational Research, Dembar Educational Research Services, Inc., Box 1605, Madison, Wisconsin 53701.

Publication Policies:

Includes critiques, articles, and reports on research from the entire field of education. The reading audience includes public school, college, and university teachers, students of education, and school administrators. Unsolicited articles are welcome. Ten to fifteen major articles are published per issue. Book reviews which summarize research-based materials are included.

Preparation Guidelines:

Accepted manuscripts average from 1,500 to 3,000 words and should include a statement of the problem, related research, population and methodology, and a summary. One copy is required. Return postage and a self-addressed envelope are requested. Bibliographical procedure should follow the University of Chicago Manual of Style. Use wide margins and double-space. A background or explanatory cover letter about the article is desired. An abstract of not more than 120 words, which may be published in place of the article, with approval of the author, is required. The abstract should include a statement of the problem, method, results, and conclusions. In a review or discussion article, state the topics covered and the central thesis. A brief biographical sketch about the author is desired. Graphs and tables may be used, but photographs may not. Contributors are charged \$6.00 per printed page.

Submission Receipt:

Receipt of a manuscript is immediately acknowledged. Editorial decisions are made within one month. Accepted articles usually appear in print within one year after acceptance. Unaccepted articles are returned, often with criticism.

JOURNAL OF EXPERIMENTAL EDUCATION

General Info:

Published by Dembar Educational Research Services, Inc.,
Box 1605, Madison, Wisconsin 53701. Issued quarterly.
Circulation: 2,000.

Submission Address:

John Schmid, Editor, Journal of Experimental Education,
University of Wisconsin, Madison, Wisconsin 53706.

Publication Policies:

Includes articles and reports of research from the entire field of education, with emphasis on specialized and technical problems of sophisticated design. The reading audience includes scholars and researchers from all areas of education. Unsolicited articles are welcome. Ten major articles are published per issue. Book reviews are not included.

Preparation Guidelines:

Accepted manuscripts average from 3,000 to 5,000 words. One copy is required. Return postage and a self-addressed envelope are requested. Bibliographical procedure should follow A Manual of Form for Theses and Term Reports by Dugdale; a general guide may be obtained from the office of the editor. Use wide margins and double-space. A background or explanatory cover letter about the article is desired, but an outline or summary is not required. Biographical information about the author is desired. Tables and graphs may be used. Contributors are charged \$6.00 per printed page (approximately 1,200 words) for published articles.

Submission Receipt:

Receipt of a manuscript is immediately acknowledged. Editorial decisions are made within one month. Accepted articles usually appear in print within six months after acceptance. Unaccepted manuscripts are returned, often with criticism.

JOURNAL OF GENERAL EDUCATION

General Info:

Published by the Pennsylvania State University Press,
University Press Building, University Park, Pennsylvania
16802. Issued quarterly. Circulation: 1,856.

Submission Address:

Henry B. Sand, Editor. JGE: Journal of General Education,
University Press Building, University Park, Pennsylvania
16802.

Publication Policies:

Includes articles on the entire field of education; written particularly for the non-specialist, educated reader. The editor is particularly interested in interdisciplinary articles, and articles about curricular decisions and great teachers and their teaching methods. The reading audience includes classroom teachers, university faculty and school administrators. Unsolicited articles are welcome. Seven major articles are published per issue. Book reviews are accepted.

Preparation Guidelines:

No restrictions are placed upon manuscript length. One copy is required. Return postage and a self-addressed envelope are requested. Bibliographical procedure should follow the University of Chicago Manual of Style. Use wide margins and double-space. A background or explanatory cover letter about the article is desired, but an outline or summary is not required. Biographical information about the author is required and should include his full name and current position. Illustrations are sometimes used.

Submission Receipt:

Receipt of a manuscript is acknowledged within one week. Editorial decisions are made within six weeks. Accepted articles usually appear in print within one year after acceptance. Unaccepted manuscripts are returned without criticism or suggestions.

JOURNAL OF NEGRO EDUCATION

General Info:

Published by Howard University, Bureau of Educational Research, Washington, D.C. 20001. Issued quarterly. Circulation: approx. 3,000.

Submission Address:

Walter G. Daniel, Editor. Journal of Negro Education, Howard University, Bureau of Educational Research, Washington, D.C. 20001.

Publication Policies:

Includes reports of problems which relate to the education of Negroes and the wider context of social, cultural, and historical phases of Negro life and the lives of other minority groups. The primary goals of the Journal are to stimulate collection and dissemination of facts about the education of Negroes, and to stimulate investigations of problems incident to the education of Negroes. The reading audience includes college teachers, executives, and others concerned with Negro education. Unsolicited articles are welcome. Twenty-five major articles are published per issue. Book reviews are included.

Preparation Guidelines:

Accepted manuscripts average 15 double-spaced typewritten pages. Two copies are required. Return postage and a self-addressed envelope are requested. Footnoting and other bibliographical procedure should follow the University of Chicago Manual of Style. Use wide margins and double-space throughout. A background or explanatory cover letter about the article is desired, but no outline or summary is required. Biographical information about the author is desired and should include his official title and a description of his current position. Pictures, graphs, and illustrations may not be used.

Submission Receipt:

Receipt of a manuscript is acknowledged. Editorial decisions are made within six weeks. Accepted articles usually appear in print from six to eight months after acceptance. Unaccepted manuscripts are returned with criticism or suggestions.

JOURNAL OF SECONDARY EDUCATION

General Info:

Published by the California Association of Secondary School Administrators, 1550 Rollins Road, Burlingame, California 94010. Issued eight times each year, October through May. Circulation: 7,900.

Submission Address:

Henry D. Weiss, Editor. Journal of Secondary Education, California Association of Secondary School Administrators, 1550 Rollins Road, Burlingame, California 94010.

Publication Policies:

Includes articles on all phases of secondary education. The reading audience includes administrators, teachers, professors, and school board members. Unsolicited articles are welcome. Eight major articles are published per issue. Book reviews are included.

Preparation Guidelines:

Accepted manuscripts average from 2,500 to 3,000 words. One copy is required. Return postage and a self-addressed envelope are requested. See a recent issue for bibliographical style. Use wide margins and double-space. A background or explanatory cover letter about the article is desired, but no outline or summary is required. Biographical information about the author is desired and should include a summary of his present position. Pictures may not be used, but charts and graphs are often used.

Submission Receipt:

Receipt of a manuscript is acknowledged. Editorial decisions are made within six weeks. Accepted articles usually appear in print from two to three months after acceptance. Unaccepted manuscripts are returned without criticism or suggestions.

L I B E R A L E D U C A T I O N

General Info:

Published by the Association of American Colleges, 1818 R St., N.W., Washington, D.C. 20009. Issued four times a year in March, May, October, and December. Circulation: 4,200.

Submission Address:

F. J. Wormald, Editor. Liberal Education, Association of American Colleges, 1818 R Street, N.W., Washington, D.C. 20009.

Publication Policies:

Includes articles on all phases and fields of education. The reading audience includes college administrators and faculty members, staff members of educational organizations and charitable foundations, and business leaders. Unsolicited articles are welcome. Twelve to fourteen major articles are published per issue. Book reviews are occasionally included.

Preparation Guidelines:

Accepted manuscripts average 3,000 words. One copy is required. Return postage and a self-addressed envelope are not necessary. Use wide margins and double-space. A background or explanatory cover letter about the article is not desired nor is an outline or summary required. Biographical information about the author, solicited upon acceptance of an article, must include a summary of his formal education. No payment is made for accepted articles. Reprints are available; a cost schedule is mailed to each contributor upon acceptance of his article for publication.

Submission Receipt:

Receipt of a manuscript is acknowledged. Editorial decisions are made within two to three months. Time from acceptance of

a manuscript to its appearance in print varies with editorial need. Unaccepted manuscripts are returned with suggestions occasionally given.

NEGRO EDUCATIONAL REVIEW

General Info:

Published by Negro Educational Review, Inc., P O. Box 741, Nashville, Tennessee 37202. Issued quarterly. Circulation: 2,500.

Submission Address:

The Editor, Negro Educational Review, P.O. Box 741, Nashville, Tennessee 37202.

Publication Policies:

Includes research reports and scholarly articles which summarize current problems in the field of education. Priority is given to articles which relate to social, economic, political, or educational aspects of Negro life. The reading audience includes higher education personnel, social workers, civil rights leaders, public school teachers, government officials, and research workers. Unsolicited articles are welcome. Five major articles are published per issue. Unsolicited book reviews are included.

Preparation Guidelines:

Accepted manuscripts average 10 double-spaced typewritten pages, 15 maximum. Two copies, a stamped self-addressed envelope, and a cover letter are required. Bibliographical procedures should follow the University of Chicago Manual of Style. Use wide margins and double-space throughout. Biographical information about the author should include his full name, academic qualifications, highest earned degree, and professional position; no photograph is required. Avoid use of illustrations.

Submission Receipt:

Receipt of a manuscript is acknowledged within 10 days. Editorial decisions are made by the managing editor and selected members of an editorial board within 20 to 30 days. Accepted articles usually appear in print from three to six months after acceptance. Unaccepted manuscripts are returned, often with criticism.

PEABODY JOURNAL OF EDUCATION

General Info:

Published by the Faculty of George Peabody College for Teachers, Nashville, Tennessee 37203. Issued bi-monthly, in July, September, November, January, March, and May. Circulation: 2,500.

Submission Address:

Ralph E. Kirkman, Editor. Peabody Journal of Education,
George Peabody College for Teachers, Nashville, Tennessee
37203.

Publication Policies:

Includes articles on all phases of education and teaching. The reading audience includes educators in all positions at all levels. Unsolicited articles are welcome. Eight to ten major articles are published per issue. Book reviews are included.

Preparation Guidelines:

Accepted manuscripts average from two to six double-spaced typewritten pages. One copy is required. Return postage and a self-addressed envelope are not necessary. See a recent issue of the Journal for footnoting and other bibliographical procedure. Use wide margins and double-space throughout. A background or explanatory cover letter about the article is desired, but no outline or summary is required. Biographical information about the author is required and should include his name, position, and professional address. Photographs may not be used; illustrations and graphs are occasionally used.

Submission Receipt:

Receipt of a manuscript is seldom acknowledged. Editorial decisions are made as soon as possible. Accepted articles usually appear in print from one to three months after acceptance. Unaccepted manuscripts are returned, sometimes with suggestions and request for revision and resubmission.

PHI DELTA KAPPAN

General Info:

Published by Phi Delta Kappa, Inc., Eighth Street and University Avenue, Bloomington, Indiana 47401, ph. (812) 339-1156. Issued monthly, September through June. Circulation: 86,000.

Submission Address:

Stanley Elam, Editor. Phi Delta Kappan, Eighth Street and University Avenue, Bloomington, Indiana 47401.

Publication Policies:

Includes articles designed to advance thinking in the fields of educational research, service, and leadership. The reading audience includes educators at all professional levels. Unsolicited articles are welcome. Fourteen to eighteen major articles are published per issue. Book reviews are included.

Preparation Guidelines:

Accepted manuscripts average 1,500 to 2,000 words. Two copies are required. Return postage and a self-addressed envelope are not requested. Bibliographical procedure should follow the University of Chicago Manual of Style. Use one inch margins and double-space. A background or explanatory cover letter about the article is desired, but no outline or summary is required. Biographical information about the author is required and should include his position, title, and general qualifications regarding the topic covered. Illustrations, photographs and graphs may be used.

Submission Receipt:

Receipt of a manuscript is acknowledged. Editorial decisions are made within one to six months. Accepted articles usually appear in print from one to twelve months after acceptance. Unaccepted manuscripts are returned, often with criticism and suggestions.

REVIEW OF EDUCATIONAL RESEARCH

General Info:

Published by the American Educational Research Association, 1126 16th St., N.W., Washington, D.C. 20036. Issued five times each year. Circulation: 12,000.

Submission Address:

Samuel Messick, Editor. Review of Educational Research, Box 2604, Educational Testing Service, Princeton, New Jersey 08540.

Publication Policies:

Includes articles on special topics in broad areas of education. The reading audience includes college and public school directors of research, and college professors. Contributions are selected for their special competency in a particular area of education or educational research. Five to seven articles are published per issue. Book reviews and abstracts are not included.

Publication Guidelines:

There are no restrictions on the size of the manuscript nor on the topics reviewed. Three copies are required. Return postage and a self-addressed envelope are not required. The AERA Style Manual should be consulted for bibliographical procedure. Neither an explanatory cover letter nor an outline are required. Illustrations are not used.

Submission Receipt:

Receipt of a manuscript is acknowledged. Editorial decisions are made as soon as possible.

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SCHOOL AND COMMUNITY

General Info:

Published by the Missouri State Teachers Association,
405 South Sixth Street, Columbia, Missouri 65202. Issued
monthly, September through May. Circulation: 51,063.

Submission Address:

Inks Franklin, Editor. School and Community, 405 South
Sixth Street, Columbia, Missouri 65202.

Publication Policies:

Includes articles covering the entire field of education.
The reading audience includes elementary, secondary, and
college teachers, supervisors, principals, counselors,
superintendents, and PTA and school board members. Un-
solicited manuscripts are welcome. Twelve major articles
are published per issue. Book reviews are not included.

Preparation Guidelines:

Accepted manuscripts average from 625 to 1,500 words. One
copy is required. Return postage and a self-addressed
envelope are requested. Use one inch margins and double-
space. A background or explanatory cover letter about the
article is required. Biographical information about the
author is desired and should include his full name and
position; no photograph is required. Avoid use of illus-
trations.

Submission Receipt:

Receipt of a manuscript is acknowledged immediately. Edi-
torial decisions are made within one week. Accepted articles
usually appear in print within three months after acceptance.
Unaccepted manuscripts are returned, sometimes with criti-
cism or suggestions.

SCHOOL AND SOCIETY

General Info:

Published by the Society for the Advancement of Education,
Inc., 1260 Broadway, New York, New York 10023. Issued bi-
weekly, October through May. Circulation: 3,300.

Submission Address:

William W. Brickman, Editor. School and Society, 1260
Broadway, New York, New York 10023.

Publication Policies:

Includes articles on secondary and higher education, educational theory and history, educational controversy, and foreign education. The reading audience includes teachers and administrators in secondary and higher education. Unsolicited articles are welcome. Four or five major articles are published per issue. Book reviews are not included.

Preparation Guidelines:

Accepted manuscripts average 2,000 words. One copy is required. Return postage and a self-addressed envelope are requested. See a recent issue of the journal for footnoting and other bibliographical procedure. Use wide margins and double-space. A background explanatory cover letter about the author is required. An outline or summary should be submitted in advance of or with the finished article. Biographical information about the author is desired and should include his title, professional address, and position. Illustrations, pictures, and charts may be used.

Submission Receipt:

Receipt of a manuscript is not acknowledged. Editorial decisions are made within one month. Accepted articles usually appear in print within six months after acceptance. Unaccepted manuscripts are returned, often with criticism and suggestions.

TEACHERS COLLEGE RECORD

General Info:

Published by Teachers College, Columbia University, 525 W. 120th St., New York, New York 10027. Issued quarterly (Sept. - May). Circulation: 6,200.

Submission Address:

Frank G. Jennings, editor. Teachers College Record, Teachers College, Columbia University, 525 W. 120th St., New York, New York 10027.

Publication Policies:

Includes articles on the humanities and behavioral sciences as they relate to the educational enterprise at all levels. The reading audience includes educators, and social and behavioral scientists. Features on leadership in the schools, and adult and/or community education are especially desired. Unsolicited articles are welcome. Seven major articles are published per issue. Book reviews are included.

Preparation Guidelines:

Accepted manuscripts average from 3,500 to 5,000 words, although longer articles are occasionally used. Two copies are required. Return postage and a self-addressed envelope are not requested. Bibliographical procedure should follow the AMA Style Manual. List all references alphabetically at the end of the article. Use wide margins and double-space. A background or explanatory cover letter about the article is desired, but no outline or summary is required. Biographical information about the author is unnecessary. Illustrations, photographs, graphs, line-cuts, etc., may be used.

Submission Receipt:

Receipt of a manuscript is acknowledged. Editorial decisions are made within six weeks. Accepted articles usually appear in print within six months after acceptance. Unaccepted manuscripts are returned, often with criticism and/or suggestions.

THE TEACHER EDUCATOR

General Info:

Published by Teachers College of Ball State University from the Office of Professional Laboratory Experiences, official Organ of the Indiana Association of Teacher Educators. Issued three times each year in Autumn, Winter, and Spring.

Submission Address:

Edwin P. Prettyman, Editor. The Teacher Educator, Teachers College- 313, Ball State University, Muncie, Indiana 47306.

Publication Policies:

Includes articles on teacher education and related matters. Also included may be personal experiences, paragraphs and descriptions of techniques helpful to students.

Publication Guidelines:

Manuscripts should be typed on 3 $\frac{1}{2}$ " x 11" white bond, one side only, with all copy, including quotations and references, double-spaced. References should be at the end of the text. Authors should indicate the number of words in the content, excluding references. Authors should include a brief description of present rank and title and recent activities of interest.

URBAN EDUCATION

General Info:

Published by the University of Buffalo Foundation, 3435 Main, Buffalo, New York 14214. Issued four times each year, in April, June, September and December. Circulation: 400.

Submission Address:

The Editor, Urban Education, Foster Hall, State University
of New York at Buffalo, Buffalo, New York 14214.

Publication Policies:

Includes articles on research and innovation related to urban education. The reading audience includes city school administrators and other interested social scientists. Unsolicited articles are welcome. Four or five major articles are published per issue. Book reviews are included.

Preparation Guidelines:

Accepted manuscripts range from 1,500 to 4,500 words. One copy is required. Return postage and a self-addressed envelope are requested. Footnoting and other bibliographical procedure may follow any accepted style. Use 1-1/2 inch margins and double-space. A background or explanatory cover letter about the article is desired. No outline or summary of the article is required. Biographical information about the author is desired and should include a summary of his present position and professional interests. Illustrations, pictures, graphs, etc., may be used only when absolutely necessary. No payment is made for accepted articles.

Submission Receipt:

Receipt of a manuscript is acknowledged. Editorial decisions are made within six weeks. Accepted articles usually appear in print within six months after acceptance. Unaccepted manuscripts are returned with criticism.